



**Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, Oregon 97141**

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**Regular Board Meeting
Wednesday – April 10, 2013 - 5:30 P.M.**

Board Members Present:

Carolyn Decker
Alene Allen
Steve Forster
Cheryl Davy
Aaron Zimmerman
Ruth LaFrance

Board Members Absent:

Dave Schrom - excused

Staff Present:

Executive Assistant Debbi Reeves
Urban Designer Terra Wilcoxson

Guests/Public:

See List on File

HANDOUTS PRIOR TO THE MEETING:

- (1) Copy of TAPA Grant Denial Letter
- (2) Copy of Letter to Kathy Sunseri
- (3) Dave Schrom email comments on agenda items
- (4) Updated Five Year Projections
- (5) National Park Service Letter of Support for Hoquarton House project
- (6) Tillamook County Public Works Update of 3rd Street project
- (7) Town Center Streetscapes Proposal
- (8) Port of Tillamook Bay Open House Invitation

Call to Order and Roll Call:

Chairman Decker called the meeting to order at 5:30 P.M. **D. Reeves** did the roll call of the board. **D. Schrom** had requested he be excused. **A. Zimmerman** came in at 5:35 pm during the Minutes agenda item.

Approval of the Minutes:

Chairman Decker asked for approval of the minutes from the regular board meeting of March 13, 2013 if there were not corrections or additions.

- **C Davy made a motion to approve the minutes of March 13, 2013 as written. A. Allen seconded the motion. Ayes were received by all board members present and the motion passed unanimously.**

Approval of Bills:

Chair Decker asked for board approval of the bills in the amount of \$10,640.82 if there were no questions.

- **S. Forster made a motion to pay the bills in the amount of \$10,640.82 (check #719-720). R. LaFrance seconded the motion. The vote was called for and ayes were received by all board members present. The motion passed unanimously.**

Financial Report:

The financial report for February 28, 2013 was included in the packet. **D. Reeves** noted the percentage of the year had been added to the report. **C. Davy** asked about office supplies being over budget and **D. Reeves** explained TURA had paid for half of her desk when she moved into the front office. There were no other questions.

Public Non-Agenda Items:

Chair Decker asked if anyone in the audience would like to speak on non-agenda items. There was none.

Pending Business: None**New Business:**

- 1) **Todd Bouchard – Obb Partners U LLC, 1906 1st Street:**
Todd Bouchard and **Jim Fanjoy** came before the board and presented the design plans for the building at 1906 1st Street. At this time only the center building is in the design phase. They passed out the design boards for the board to review and explained there is no brick under the tin, only cement. The design and building were discussed. There were questions and discussion about each of the buildings and future use. **S. Forster** and **T. Wilcoxson** both commented the design fits into the Town Center Plan. There was discussion about the Town Center Plan. The board consensus was to approve the design and that this is the look TURA is going for on building facades. There was discussion about the next step and quotes for construction costs. **Mr. Bouchard** will move forward with an application.
- 2) **Hoquarton Historical and Interpretive Center Application:**
 The board began by discussing the application and who should actually be shown as the applicant. **Charles Wooldridge** stated the Bay City Arts Center has approved the extension of their non-profit 501 (c)(3) status to the Hoquarton Historical and Interpretive Center. **Dia Norris**, President of the Bay City Arts Center introduced herself and confirmed this. There were questions and discussion regarding the timeline of the project, the building plans, the water near the new location, and the different programs that will be initiated. **Clair Thomas**, School District #9 spoke about the projects the school children work on at the Hoquarton Slough and spoke about the science lab in the new part of the building. There was discussion about city parks, historical houses, and a lease agreement with the county for the house and the land. **Chair Decker** noted she would like to see a lease in place as soon as possible with the board members in agreement. There was discussion about the balance of funding and **Mr. Wooldridge** commented that the funding is being pulled together and that he feels that by showing the TURA

support they will not have any problem getting the funding they need. There was discussion about parking. **T. Wilcoxson** noted the Sue H. Elmore Park and the Hoquarton Interpretive Park will be part of the ODOT Intersection project. **A. Zimmerman** would like to see the application revised to show the Bay City Arts Center as the applicant. There was further discussion about moving the house to the new location. **Mr. Wooldridge** explained Phase 1 and Phase 2 of the project noting that the project is contingent on the successful move of the house which is Phase 1. The board then discussed how TURA would finance the request for funding.

➤ **C. Davy made a motion to accept the application on the Hoquarton House with revisions to the named applicant as Bay City Arts Center for the Hoquarton Historical and Interpretive Center Committee and to support Phase 1 with a \$25,000 grant with the possibility of another \$25,000 grant upon the successful completion of the relocation of the building and that a lease agreement be secured. The application is also contingent upon TURA securing the new funding. The motion was seconded by S. Forster. There was discussion about the lease, the budget, the financial status of TURA, the applicant, and the official owner of the property. The vote was called for and ayes were received by A. Allen, C. Davy, C. Decker, S. Forster, and R. LaFrance. A. Zimmerman voted nay. The motion passed by majority.**

A. Zimmerman stated that he had abstained from voting because of money issues. **D. Reeves** and **Mr. Wooldridge** will work together on a Letter of Commitment for the Tillamook County Commissioners.

➤ **S. Forster made a motion to authorize Chairman Decker to sign the letter on behalf of the TURA Board. C. Davy seconded the motion. Ayes were received by all except A. Zimmerman who abstained. The motion passed.**

C. Davy noted that **D. Schrom** had sent his comments in an email and that he is in support of the application by the Hoquarton Committee. **Mr. Wooldridge** stated the Board of County Commissioners will be addressing the Hoquarton House on April 17, 2013 at 6:30 p.m. at their Commissioners meeting and invited members of the board to attend.

3) **Streetscapes Committee – 2nd Street Pilot Project and ODOT Project:**

T. Wilcoxson presented the Streetscapes Committee recommendation to the board and explained the project has been broken into three phases. She explained the implementation and history of TURA. She went over the resolution adopted by the Council, the Town Center Plan, and the Economic Opportunity Analysis recently completed in March 2013. She spoke about the ODOT project and TURA's involvement in that.

Justin Aufdermauer, Tillamook Chamber of Commerce Director, spoke about curb appeal and plans for a planting and maintenance program. He would like to see TURA involved with that in the future. **J. Aufdermauer** spoke about economic development, buildings and retail in the town center and that the projects TURA does is an investment in the future of Tillamook. He noted that the town center needs to have a welcoming look.

Dan Biggs from the Tillamook Economic Development Council, stated he would like to see

TURA move forward.

Betty Rolston, a member of the TURA Streetscapes Committee, commented on her involvement with the committee and the need for the TURA Board to commit to the streetscape plan. She also noted this is an excellent time to show the community TURA is moving forward. **C. Davy** is also a member of the committee and said this is a golden opportunity.

Jim Fanjoy, an architect from Manzanita, spoke about urban design and planning for vital cities. He noted with **T. Wilcoxson's** skills Tillamook has a great opportunity and a golden opportunity.

T. Wilcoxson stated that tonight she is looking for a commitment and support from TURA for the Streetscapes Pilot project and the future phases she had explained.

4) **Future Planning for Application Deadlines, Budget, Projects & Priorities:**

D. Reeves spoke about the upcoming projects and funding. She went over the list of projects on in the memo sent in the board packets and spoke about the loan quotes from TLC Federal Credit.

5) **TLC Credit Union:**

D. Reeves went on to explain the past working relationship with TLC the re-establishment of that relationship. There was discussion about the establishment of Lines of Credit for upcoming projects and a loan to refinance the Columbia State Bank loan. There was discussion about the timeline of upcoming projects. **T. Wilcoxson** spoke about the timeline for the 2nd Street Pilot project. There was discussion about the urban renewal projects, projects costs, and implementing these projects. There was discussion about the five year plan and the longer. There was discussion about the application moratorium which was set in March. **D. Reeves** explained by refinancing the current loan TURA will be in much better financial position. There was discussion about loans, lines of credit, town center planning, and TURA commitments. **A. Zimmerman** commented that a budget needs to be set before discussing borrowing and making commitments. There was discussion about the pilot project in conjunction with the ODOT project.

➤ **S. Forster made a motion to refinance the Columbia State Bank loan with TLC Federal Credit Union for \$1.5 million dollars plus fees and set the first payment date for June 2014 and to establish a line of credit for \$50,000 for the Hoquarton Historical and Interpretive Center project, a line of credit for \$300,000 for the 2nd Street Pilot project, a line of credit for \$150, 000 for the IOOF Building. The motion was seconded by C. Davy. There was discussion about the amounts of the lines of credit and interest rates. Chair Decker called for the votes. Aye votes were received by A. Allen, C. Davy, C. Decker, S. Forster, and R. LaFrance. A. Zimmerman voted Nay. The vote passed by a majority.**

A. Zimmerman announced he would resign from the board of directors as he felt he could not be a part of approving loan and lines of credits without a budget. He said a budget needs to be set before approving lines of credit. He left the meeting.

There was discussion about the resignation. Roberts Rules of Order states that when a resignation is done in a public meeting a letter of resignation is not necessary.

➤ **S. Forster made a motion to accept Aaron Zimmerman's resignation. R. LaFrance seconded the motion. Ayes were received by A. Allen, C. Davy, S. Forster, and R. LaFrance. Chair Decker voted Nay. The motion passed by a majority vote.**

D. Reeves noted the board needs to authorize signers for the TLC loan documents.

➤ **C. Davy made a motion for the Chair Decker and Vice Chair Schrom to sign all new TLC loan documents. S. Forster seconded the motion. Ayes were received by all board members present and the motion passed.**

There was further discussion about budget and future budgets.

Committee Reports and Project Updates:

- 1) **Pelican Brewing Company:**
D. Reeves reported she had spoken with Mary Jones. They are finalizing securing the rest of their funding and will begin the project in May hoping to open in June.
- 2) **Kathy Sunseri – Dutch Mill Restaurant:**
D. Reeves stated nothing has been done and she has not heard from anyone pertaining to the project.

Correspondence/Information: Chair Decker mentioned a copy of the Application Moratorium Notice was included for review.

Concerns of the Board and Non-Agenda Items:

The board discussed the resignation of **A. Zimmerman**, finances, future funding, and budgeting. There was discussion about how to handle applications and acceptance of application. It was discussed that the Proposal and Justifications committee look into how to handle future applications. That committee will meet and bring back a recommendation.

Meeting Schedule:

The Budget Committee will meet on April 23rd and April 30th. The next regular board meeting will be held on May 8, 2013.

Executive Session:

Chairman Decker announced the TURA Board will go into Executive Session pursuant to ORS 192.660 (2)(e) Real Property Transactions and ORS 192.660 (2)(h) Legal Counsel. She read the disclosure statement. The regular meeting was adjourned into Executive Session at 8:20 P.M.

Chairman Decker reconvened the regular meeting at 8:31 P.M. The board decision was to put an Executive Session at the May 8, 2013 meeting to continue discussion and possible decision.

Adjournment:

With no further business **Chairman Decker** adjourned the meeting at 8:32 P.M.

~ ~ Signature on File ~ ~

Carolyn Decker - TURA Chairman

Prepared by:

~ ~ Signature on File ~ ~

Debbi Reeves
Executive Assistant